



# Fact Sheet



100 N. Senate Ave., Indianapolis, IN 46206-6015  
(800) 451-6027  
<http://www.state.in.us/idem>

## CONTINGENCY PLANNING FOR WELLHEAD PROTECTION

The Indiana Wellhead Protection Rule, 327 IAC 8-4.1, requires each community public water supply system to develop a contingency plan to protect their water supply in case of an emergency that creates the risk of well contamination. The contingency plan must contain the following information:

1. A map showing the location of the wellhead protection area boundaries.
2. A list of 24-hour phone numbers, with contact names, if appropriate, for the following:
  - ☐ Water supply system owner, superintendent and/or operator;
  - ☐ State, local, and city/county police and fire departments;
  - ☐ IDEM's Office of Emergency Response;
  - ☐ Local emergency response and disaster services agency; and
  - ☐ City and/or county hospital(s).
3. A procedure to notify critical users of water. An adequate notification plan will include the following:
  - ☐ A list of identified critical water users, i.e., those that must have safe water, e.g., nursing homes, hospitals, etc.;
  - ☐ A list of 24-hour phone numbers and contact names for the identified critical water users; and
  - ☐ A defined procedure for notifying these contacts when there is an emergency that compromises the quality of the water supplied to critical water users.
4. A strategy to train the local responders. An adequate training plan will include the following:
  - ☐ A description of the type of training - initial introduction, update, simulation, etc.;
  - ☐ An indication of when and where the training will take place; and
  - ☐ A list of who will be trained and how often initial and update training sessions will be conducted.
5. A description of the planned emergency response to spills, leaks, and other incidents that could lead to contamination of the water supply. An adequate response plan will include the following:
  - ☐ A specific and detailed description of actions to be taken for various emergency scenarios, e.g., flood, tanker truck accident, power outage, etc., that could result in contamination; and
  - ☐ A clear directive of who to call in an emergency and who is responsible for notifying the appropriate responders and contacts in various emergency situations.
6. An outline of actions to be taken to deal with an emergency loss of water. An adequate water replacement plan will include the following:
  - ☐ An identification of potential long and short term alternate sources of water, e.g., bottled water, the National Guard, the Red Cross, new wells, etc.; and
  - ☐ A description of how the water will be distributed with contact names and phone numbers, and a time-frame to initiate response.
7. An identification of the location of the contingency plan. A copy must be kept where it is readily available and easily obtainable in case of an emergency. A notice should be posted at the water supply with directions to the exact location of the plan.

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